

# Allocations Committee



**Jared Vega, Chair**

Wednesday, February 3, 2010  
5:00 pm to 6:30 pm  
Public Health  
4041 North Central Avenue, Phoenix  
14<sup>th</sup> Floor, Training Room

4041 North Central Avenue  
Suite 1537 • Phoenix, AZ 85012-3329  
(602) 506-6321 phone  
(602) 506-6896 fax  
PlanningCouncil@mail.maricopa.gov

## Meeting Minutes

### Attendance

**Committee Members**    *AT: Attended    AB: Absent    EX: Excused    ALT: Alternate Present*

AT	Cheri Tomlinson	AT	Debby Elliott <i>alt: Philip Seeger</i>	AT	Jared Vega	AT	Larry Stähli
EX	Maclovía Morales	AT	Mark Kezios	EX	Mary Rose Wilcox <i>alt: Terri Leija</i>	AT	Randall Furrow
EX	Stephen O'Dell	AT	Carlos Perez				

### Guests

Michael Bryson                      Rob Bailey                      Judy Norton

### Administrative Agent Staff

Jen Hawkins                      Rose Conner

**Support Staff:** John Sapero

### Welcome, introductions and declarations of any conflicts-of-interest

Jared Vega called the meeting to order and welcomed the attendees. Everyone introduced him/her self and declared any conflicts-of-interest.

Michael Bryson declared his desire to become a member of the committee.

## **MEETING MINUTES** *continued*

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### **Determination of quorum**

Jared Vega determined that quorum was not established, with five of ten members present at approximately 5:05 pm. Quorum was later established with seven of ten members @5:20 pm.

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### **Review of minutes and action items**

Participants silently reviewed the summary minutes for the January 6, 2010 meeting. No corrections were voiced.

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### **Administrative Agent update**

Rose Conner distributed a utilization report and reviewed current expenditures, detailing how each service category was utilizing their funds and the amount of funding estimated to be remaining at the end of the grant year.

### ***Reallocations Recommendations***

The Administrative Agent made the following recommendations for the reallocation of funds to Part B Pharmaceuticals:

Primary Medical Care	\$56,730
Medical Case Management	\$ 3,000
Mental Health	\$25,000
Substance Abuse	\$8,000
FAP HIP	\$2,000
Administration/QM/PC	\$300,000
<b>February reallocations</b>	<b>\$394,730</b>
<b>Total 2009 Funding from Part A to Part B Pharmaceuticals :</b>	<b>\$613,477**</b>

\*\* Any additional Direct Dental Funds that are not encumbered by Feb 23 will be reallocated to Part B by February 26.

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### **Ryan White Part B ADAP Update**

Rob Bailey from the Arizona Department of Health Services provided a summary of potential funding projections for the remainder of the Part B grant year. Rob related there is a \$43,000 anticipated surplus now that Part A funds have been transferred. If current trends continue, Part B should not exceed their budget, but will be very close to exhausting all funding by the end of the grant year.

Mark Kezios asked if additional funds were provided by Part A, could medications be purchased for future use? Rob Bailey replied that medications could be purchased and used later.

## **MEETING MINUTES** *continued*

Mark Kezios asked how the public could help making ADHS aware of potential ADAP issues. Judy Norton provided examples of how individuals could contact state officials and lawmakers to make vocalize their opinions.

There was general discussion regarding providing technical assistance and information to decision-makers.

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### **Committee Chair Update**

No update was provided.

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### **Reallocations**

**MOTION:** Larry Stahli moved to accept the Administrative Agent's recommendations for the reallocation of funds to Ryan White Part B/ADAP. Mark Kezios seconded.

**DISCUSSION:** Debby Elliott asked for clarification on how ADAP would utilize the funds. Rob Bailey related the funds would be used to purchase medications.

**OUTCOME:** The motion passed.

Rose Conner restated that any funds remaining from the Direct Dental Services program will be moved to Part B Pharmaceuticals, per the Rapid Reallocation authority provided to the Administrative Agency by the Planning Council.

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### **Determination of agenda items for the next meeting**

In addition to recurring agenda items, the following agenda items were added:

#### **Agenda Items**

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March: The meeting was cancelled. Part B will attend the March Executive Committee meeting.

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APRIL: PSRA discussion, contingency planning, reallocations

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There was general discussion regarding the need to develop contingency plans for possible funding scenarios, based on new and emerging issues in the EMA. Cheri Tomlinson, Mark Kezios and Rose Conner discussed potential issues that could occur should publicized state budget cuts occur.

## **MEETING MINUTES** *continued*

### **Action Items to be completed by the next meeting:**

<b>Task</b>	<b>Assigned To</b>
Add Michael Bryson and Carlos Perez to Sign-In Sheet	John Sapero
Possible formation of workgroup to develop strategic plans	All members of the committee - TBD

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### **Current Event Summaries**

Cheri Tomlinson discussed that National Women's and Girl's HIV Awareness Day will occur on March 10<sup>th</sup>.

Rob Bailey discussed that Part B has begun to implement the CAREWare data-management software system.

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### **Call to Public**

No comments were voiced.

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### **Adjourn**

The meeting adjourned at 5:50 p.m.